NEW HAMPSHIRE DEPARTMENT OF SAFETY

Division of Fire Standards & Training Richard M. Flynn Fire Academy

Mailing: 10 Hazen Drive, Concord, NH 03305 Location: 222 Sheep Davis Road, Concord, NH

Phone: 603-271-2661 **Fax:** 603-271-1091 **Toll Free:** 1-800-371-4503

Academy Use Only

Facility Reservation/Utilization Request

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Telephone City Zip Code Contact Person Title/Position Number of Activity Description Town does this use relate to the mission of the fire service? (MUST BE COMPLETED FOR CONSIDERATION! BE SURE TO READ THE RULES AND REGULATIONS FOR USE OF THE ACADEMY! The you charging for this activity? To you plan to show slides or videos? Audio/Visual Equipment Requested: (Equipment subject to availability) Overhead Projector Other: Are you requesting to use a caterer at our facility? Caterer's name and telephone number. Signature of applicant: Request taken by: Director approval: (Reservation Clerk Use Only) Room(s) Time Charges: After hours: Final Facility Check:	ng Organization	Date(s) Requested
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